

**D-R-A-F-T**  
**STILLWATER COUNTY PLANNING BOARD**  
**MINUTES OF MEETING**

Wednesday, January 6, 2010 at 7 p.m.  
Stillwater County Annex Planning Department  
809 E. 4th Avenue N., Suite C

**BOARD MEMBERS PRESENT:** Larry Gee (Chair), Cynthia Colbert (Vice-Chair), Jon Bourassa, Adelbert Eder, Linda Halstead-Acharya, Allen McMillen, Alvin Stadel, Clinton “Clint” Teegardin, Bob Van Oosten.

**STAFF:** Cal Cumin, Forrest Mandeville, and Marissa Plumb

**OTHERS:** Ralph Wyngarden with Faulk and Foster (engineering firm hired for the Alltel Tower project).

**I. CALL TO ORDER:** Chairman Clint called the meeting to order at 7 p.m..

**II. PREVIOUS MINUTES APPROVAL.** Cynthia noted the year for the next meeting was incorrect. It was January 6, 2009 and needed to be changed to 2010. Adelbert made the motion to approve the December 2, 2009 meeting minutes with the year change, Linda seconded; with all in favor, motion carried.

**III. NEW BUSINESS:**

**A. Election of New Officers.** Clint asked the Board for nominations for the Chair position. Adelbert nominated Larry Gee. Bob made a motion to have Larry elected as the new Chair. Jon seconded; with all in favor motioned carried. Newly elected Chairman Larry ran the rest of the meeting. Larry then asked the Board for nominations for the Vice-Chair position. Linda nominated Cynthia as Vice-Chair. Linda made a motion to have Cynthia elected as the new Vice-Chair. Clint seconded; with all in favor, motion carried.

**B. Establishment of 2010 Meeting Dates.** Forrest read the Board Resolution 2010-1. The resolution stated that the County Planning Board will meet the first Wednesday of every month of 2010 at 7 p.m.. Refer to the resolution for other details. Allen made a motion to pass the resolution as read by Forrest. Bob seconded; with all in favor, motion carried. All Board members signed Resolution 2010-1.

**C. Wireless Communication Tower Permit Application.** Chairman Larry invited Mr. Wyngarden to present the proposed Alltel Tower in Reed Point to the Board. Ralph informed the Board that Alltel is proposing to build a tower in Reed Point to service the Reed Point area and portions of I-90. Currently there are gaps in cell phone coverage there. The tower location is north of Reed Point on the high bluffs on the west end of town. The tower will only be 150 feet tall so it is not require by the Federal

Aviation Administration (FAA) to have flashers or beacons on the tower. The area that will be fence around the tower is 100ft x 100ft. There is extra space around the tower which allows plenty of room for three other phone companies to place their service boxes within the fenced area. Ralph noted that there were three items that his company will meet conditions of approval. These conditions have not been met due to the fact the environmental consultant for Alltel has not been able to make it out to the site to inspect it due to snow cover on the ground. Once the engineer inspects the site, Faulk and Foster will provide copies of the letters needed to meet the three conditions. Letters needed for approval are from the FAA, the State Historic Preservation Office (SHPO), and Fish, Wildlife, and Parks. Cynthia mentioned a few issues she had with the tower which included emergency agencies having access to space on the tower and the incorrect legal description in regard to deeded land. Cal mentioned that there is no immediate need for a legal document stating that local emergency agencies will be allowed space for future use on the tower. That issue will be address is and when it is needed by the emergency agencies. In regards to the legal description be incorrect, Faulk and Foster will correct that before the tower is approved. The four conditions of approval are as follows:

1. Approval letter from the FAA.
2. Approval letter from SHPO.
3. Approval from Fish, Wildlife, and Parks.
4. Correction to the legal description.

Bob made a motion to conditionally approve the tower, subject to the four conditions of approval. Jon seconded; with all in favor, motion carried.

#### **IV. UNFINISHED BUSINESS:**

**A. Planning for Value.** Larry wanted to inform the Board of an issue that arose at a Chamber meeting this month which was the lack of signage at the Stillwater Pavilion. The concern is that emergency personal and dispatch would be unable to locate the building without adequate signage. The Board realizes this issue is not in its areas of jurisdiction, and no formal Board action will be taken on this matter, but individual members may make their concerns known the County Commissioners.

#### **V. OTHER:**

**A. Updates.** The Board wanted updates on some of the projects that have come through the past year. Cal stated that Lincoln Powers will be submitting a final plat in the near future.. Keith Brown in also expected to be submitting several of his final plats, though Mr. Brown may be abandoning some of his subdivisions. SCH subdivision will be on the Town Council agenda for January 19, 2010. The Town will be approving the subdivision, the zone change, annexation. The Subdivision Regulations and the Decay Ordinance are at the Commissioners Office waiting to get on an agenda. The possible wind farm that was talked about months ago has not come through the Planning Office as of this time.

**VI. ADJOURN:** With no more business to be discussed, Cynthia made the motion that the meeting be adjourned. Clint seconded; motion carried. The meeting was adjourned at 7:46 p.m..

The next meeting will be February 3, 2010 at 7p.m. at the Stillwater County Annex Planning Department, 809 E. 4th Avenue N., Suite C.

Marissa Plumb  
Administrative Assistant